

Kaya Moen

kaya_moen@gmail.com | 629-289-4987 x927 | Peoria, Honduras | https://linkedin.com/in/Kaya_Moen12

PROFILE

HR Manager with a track record building high-impact solutions and improving KPIs.

WORK EXPERIENCE

Talent Acquisition Manager — Koelpin Inc (May 2022 - Nov 2022)

- Managed complex employee relations issues and maintained compliance with local employment law.
- Rolled out benefits and L&D programs that increased retention in key teams by 22%.

Talent Acquisition Manager — Greenfelder and Sons (Jun 2020 - Present)

- Rolled out benefits and L&D programs that increased retention in key teams by 11%.
- Led recruitment for 35 roles across EMEA/US, reducing time-to-hire by 15%.
- Managed complex employee relations issues and maintained compliance with local employment law.

Talent Acquisition Manager — Graham, Hudson and Stamm (Nov 2024 - May 2025)

- Led recruitment for 143 roles across EMEA/US, reducing time-to-hire by 40%.
- Rolled out benefits and L&D programs that increased retention in key teams by 25%.
- Managed complex employee relations issues and maintained compliance with local employment law.
- Implemented a performance review program which improved engagement scores by 12 points.

CORE SKILLS

Talent

Sourcing • Onboarding

Operations

Benefits Administration • HRIS (Workday/BambooHR) • Payroll Coordination

People Practices

Performance Management • Succession Planning • Employee Relations

Compliance

Employment Law • GDPR • Diversity & Inclusion

EDUCATION

MSc Human Resource Management, Jast Inc University (2017)